

SENIOR GAS CONTROL OPERATOR

PURPOSE:

Coordinate the flow of natural gas throughout the City's distribution system in a safe, efficient manner and maintain equipment.

ACCOUNTABILITIES:

1. Control the flow of natural and manufactured gas throughout the City's distribution system in a safe, efficient manner during an assigned shift.
 - * A. Predict demand for gas in the City of Duluth's gas distribution system.
 - * B. Maintain sufficient volume and pressure of gas delivered to the distribution system to meet all demand.
 - * C. Curtail the supply of gas to interruptible customers when load demand exceeds contracted supply or to maintain adequate system pressure.
 - * D. Monitor SCADA system to determine gas pressure, volume, and consumption and record instrument readings accurately.
 - E. Perform other duties as assigned.
2. Operate and maintain equipment.
 - * A. Maintain and repair compressed natural gas vehicle refueling station.
 - * B. Operate and maintain the propane storage system, including loading and unloading of trucks, railroad cars, propane powered vehicles, portable tanks, etc.
 - * C. Operate and maintain gas odorant stations within established parameters.
 - * D. Operate and maintain gas-fired heating plants in the Public Works and Utilities Department facilities.
 - E. Assist in operating and maintaining cathodic protection on the distribution system.
 - F. Perform the inspection, cleaning, maintenance, and repair of gas fired steam boilers.
 - G. Maintain and repair SCADA equipment.

MINIMUM QUALIFICATIONS:

1. Experience
 - † Three (3) year's experience as a Gas Control Operator II with the City of Duluth.
2. Knowledge
 - † A. Knowledge of basic mathematics.
 - † B. Knowledge of the properties of natural gas and propane liquid and gas.
 - † C. Knowledge of low pressure boiler operation, maintenance and repair.
 - † D. Knowledge of plumbing, electrical, electronic, and mechanical systems and their maintenance and repair.
 - † E. Knowledge of Mercaptan.
 - † F. Knowledge of microcomputer operation.
3. Skills

- † A. Skill in the maintenance and repair of mechanical, plumbing, electrical, and electronic systems
- † B. Skill in accurately recording data using various means, including electronic.
- † C. Skill in using hand and power tools to repair and maintain equipment and instruments.

4. Abilities

- † A. Ability to transport oneself and the materials used in the job to various locations throughout the City of Duluth.
- † B. Ability to climb, using ladders, stairs, and other means to load and unload tanks and tank cars, and to maintain equipment located at some height above the ground.
- † C. Ability to use tools for the repair of plumbing, electrical, and mechanical systems.
- † D. Ability to read information from, and enter information into computers
- † E. Ability to read and interpret charts, maps, diagrams, gauges, and meters.
- † F. Ability to work outside in inclement weather.
- † G. Ability to work shifts.
- † H. Ability to sit in a fixed position for long periods
- † I. Ability to obtain within the probationary period, and maintain during the period of employment, the required minimum state boiler operating license.
- † J. Using mechanical aids, ability to lift and transport 75 pounds occasionally when filling propane tanks and up to 40 pounds when performing maintenance work on tanks and equipment.
- † K. Ability to exercise good judgement during periods of emergency.
- † L. Ability to attend work on a regular basis.

* Essential functions of the classification.

† Minimum requirements necessary on the first day of employment.

Anlst: Kirk Glass	Date: 06/26/03
Union: Basic	Pay: 30
CSB: 20030603	Class: 4205
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